

**Indiana Arts Commission**  
**Executive Committee Meeting**  
Wednesday, September 2, 2020  
520 Park E Blvd, New Albany, IN 47150  
Allen Platt, Chair

Minutes

**Members Present via Webinar:** Alberta Barker, Ruth Ann Cowling, Allen Platt, Anne Valentine

**Members Absent:** Chad Bolser

**Staff Present via webinar:** Bridget Eckert, Miah Michaelsen, Stephanie Pfendler, Lewis Ricci, Deanna Poelsma, Paige Sharp

- 1) **Welcome and Introductions.** Indiana Arts Commission (IAC) Chair, Allen Platt, opened the meeting at 10:06 a.m. Through Governor Holcomb's COVID-19 directives the meeting was held virtually and could conduct business with a quorum.
- 2) **Approval of Agenda and May 2020 Meeting Minutes.** Mr. Platt presented the agenda and May 19, 2020 minutes for approval. Commissioner Ruth Ann Cowling motioned to approve. Commissioner Alberta Barker seconded the motion. By roll call vote, all were in favor. The motion carried.
- 3) **Financials.**
  - a. **FY 2021.**
    - i. **July YTD.** IAC Deputy Director Miah Michaelsen presented the year-to-date financials as of July 2020 (attached) which is the first financial statement of the fiscal year. Of note, the agency has drawn \$40K from the Arts Trust to be put toward Arts Project Support grantees who will be designated Arts Trust Projects. Ms. Cowling questioned why the dedicated funds and donations balance information is accounted for as a footnote outside of the agency budget. Mr. Ricci noted these funds are not budgeted into the agency financials because we have not budgeted to use these funds. This is just a marker to denote those funds held outside of the appropriation. Mr. Ricci further suggested we include the Hoffman Trust Funds in future reports since those funds are reported in no other documents to the Commission. Mr. Platt called to approve the FY 2021 financials. Ms. Cowling motioned to approve. Commissioner Anne Valentine seconded the motion. By roll call vote, all were in favor. The motion carried.
    - ii. **FY2020 Year End.** Ms. Michaelsen presented the FY2020 year-end financials (attached) and noted with the additional holdback the agency ended the year with only a \$2,331 deficit. The Coronavirus Aid, Relief, and Economic Security (CARES) Act relief revenue and distribution of \$473,900 was also noted.
  - b. **FY 2022-2023 Budget Development.** No information discussed.
  - c. **Cultural Trust activity and other investments.** Ms. Michaelsen presented the Cultural Trust Financial Report for the final quarter of FY20 and noted a fund

balance of \$3,703,976.42. She noted current investments show \$65,824.02 in total available interest. Mr. Ricci added this financial statement does not show the \$40K drawn from available interest to fund Arts Trust Project grants. Ms. Michaelsen added the hope is that Arts Trust Project stories will impact and increase renewed interest in the plate, considering plate sales have been on the decline over the past decade.

4) **Office of the Governor.**

- a. **Appointments Update.** Mr. Ricci informed the Committee that three new commissioners have been appointed to the Commission. The announcement is forthcoming from the Office of the Governor. He continued that once officially announced Commissioners Kathy Anderson, Sherry Stark and Nancy Stewart terms will officially end. A tribute to recognize the contributions and leadership of these commissioners is being developed for the September Commission meeting.
- b. **\$10M Arts, Culture and Destination Marketing Organization Support Grants.** Mr. Ricci reported on the new round of CARES Act funding the Office of the Governor has dedicated to the Arts, Culture, and Tourism sectors of the state. He noted the agency is working in partnership with the office of the Lt. Governor to host and guide the application process for applicants with actual payments going through the Office of the Lt. Governor. How the agency will proceed in this partnership is outlined in the attached Memorandum of Understanding (MOU) which was presented to the Committee to recommend to the full Commission. Mr. Ricci noted the Commission is being asked to approve this MOU since it will translate into a legally binding document. IAC Deputy Director of Programs, Paige Sharp, noted IAC staff is working to determine eligibility of applicants as applications are submitted to help streamline the process. Currently there are 399 applicants with a deadline to apply set for September 8<sup>th</sup>. Mr. Ricci continued that these funds are dedicated to preserving organizations based on qualifying COVID related expenses as outlined in the CARES Act eligibility guidelines. While IAC grants are typically assessed on merits of public outcomes, these applications will be filled based on eligible expenses and any previous CARES funding they have received. Mr. Platt called to recommend to the full Commission approval of the presented Memorandum of Understanding between the IAC and Office of the Lt. Governor. Ms. Cowling motioned to approve. Ms. Barker seconded the motion. By roll call vote, all were in favor. The motion carried. IAC Director of Marketing Bridget Eckert noted that festivals have been recently included in those eligible to apply for this funding.

5) **Personnel.**

- a. **Work at Home Policy Development.** Ms. Michaelsen reported on the work from home policy that will be submitted to the State Personnel Department and the Office of the Governor by the agency. She noted factors related to productivity and health as well as the IAC's office space restrictions are being considered. Currently staff who prefer to work from the office are going in and staff who are working from home are productive.

7) **Advocacy Look Forward.**

- a. **Advocacy group development.**

- i. **Indiana Arts Homecoming (IAH) Sessions.** Ms. Michaelson reported the virtual event scheduled for October 14 – 15<sup>th</sup> will have 3 advocacy focused sessions. Statewide advocacy coach, Terry Witt Bailey, will conduct an information session with Randy Cohen, Director of Research with American's for the Arts, in providing information to support the argument for the arts; Statewide advocacy coach, Sally Gaskill will conduct a session with the National Endowment for the Arts; and Ms. Gaskill and Ms. Bailey will lead an information Q and A session with Senators Ron Grooms and Tim Lanane.
- ii. **"Group of 24" Development Update.** Mr. Ricci noted the citizens group recently met with Senators Grooms and Lanane to meet and organize ahead of the legislative session set to start in January. Mr. Ricci added the intent is to gather the group again at the beginning of the session to identify any issues for policy and funding that will be pursued with the legislature. Mr. Ricci noted the physical footprint of the legislative chamber has been expanded to allow for social distancing in an effort to have the legislature meet in person.
- iii. **Organizing Consultant Activity.**
  1. **National/Federal Meetings.** Ms. Bailey and Ms. Gaskill are planning virtual meetings with federal representatives due to the cancellation of Arts Advocacy Day in March. Mr. Ricci noted the virtual meetings have had the additional bonus of being able to allow participation by direct constituents from those districts and Ms. Eckert has been assisting by providing stories from grantees.
  2. **Website Development.** Ms. Eckert is working with Ms. Bailey and Ms. Gaskill to develop a website outside of the IAC's website so they can provide all relevant advocacy information to citizens.
- iv. **Support Materials/Initiatives Development.**
  1. **Arts Trust/APS Grantee Highlights.** Ms. Eckert noted the Arts Trust License Plate Arts Trust Project grantees will soon be announced and Commissioners will receive an embargoed press release ahead of the public.
  2. **Biennial Report Development.** Mr. Ricci reported Ms. Eckert will be organizing the effort to tell our story and how the arts effect people in the state ahead of the legislative session so that the personal and compelling stories of our grantees can be readily shared with legislators. Ms. Eckert noted the groundwork for the report will be the narrative created by Mr. Ricci for the NEA application which will be submitted this year.

## 8) Strategic Plan Update.

- a. **Focus Groups in Gary/South Bend, Indianapolis, and Evansville (September-October).** Facilitator Jamal Smith will be convening communities of color to explore ways they relate to and value arts in their communities. Mr. Ricci added understanding the structure of these communities in supporting those activities is also an important piece of this information. He further noted the Commission will

not have a presence at these meetings as it is more about them than us. The hope is to receive qualitative information as we develop targeted services for our state.

- b. **Cultural Equity Statement.** Mr. Ricci continued that the adoption of the Cultural Equity Statement is the first step in this process. The Statement was provided to the Committee (attached) which was developed by the study group comprised of Commissioner Dusty Stemer; Governor's Office liaison, Rebecca Holwerda; Former Civil Rights Commission Director, Jamal Smith; and State Personnel Equity and Inclusion Manager Shayla Pullium. Mr. Platt called to recommend to the full Commission approval of the presented Cultural Equity Statement (attached). Ms. Valentine motioned to approve. Ms. Cowling seconded the motion. By roll call vote, all were in favor. The motion carried. Mr. Platt thanked the study group for their work in developing this statement.
  - c. **On-going Cultural Equity Advisory Council.** Mr. Ricci presented as a recommendation from the Cultural Equity Statement study group forming an ongoing Cultural Equity Advisory Council that would serve the Commission by assisting in reviewing existing and potential programs and services from the vantage point of cultural equity and inclusion as it aligns with the Cultural Equity Statement and the continued inclusion, diversity, equity and access (IDEA) work of the agency. He continued that the focus groups facilitated by Mr. Smith may help us identify leadership for this group if the Commission approves the formation of this group. Although Mr. Ricci noted the first step is to have the Commission endorse forming this group. Mr. Ricci added the group would model the Regional Arts Partners of which a representative from the group would attend the meetings of the full Commission to provide input. Mr. Ricci asked the Committee if they felt the process should proceed. Mr. Platt proposed moving to endorse structuring of a plan to have an ongoing advisory council. Then, the Commission will discuss the plan and structure brought forward for a vote in December. Ms. Valentine agreed with the proposed method forward to endorse structuring the proposed advisory council. By roll call vote, all were in favor. The motion carried.
  - d. **Review of Mission, Vision and Values.** Mr. Ricci noted Karen Gahl Mills is the consultant tasked with guiding the agency's top tier planning to align current mission and values with the cultural equity statement in preparation for the coming strategic plan and his retirement set for October of 2021. Two short planning sessions with Ms. Mills are to be scheduled for October and November to begin this conversation.
- 9) **Executive Leadership Transition Guiding Group.** Mr. Platt reported on meetings of the leadership transition guiding group which is comprised of himself, Ms. Barker, and Commissioners Nancy Stewart and Kathy Anderson who will continue serving the group even after their terms as Commissioners end. Mr. Platt noted Karen Gahl Mills met with the group to help connect the mission, vision and values process to the new executive director search. Teasing out some issues related to values and expectations and how to incorporate that into the job description was a helpful discussion to help the group delineate the job description and what exactly the Commission will need now and in a post-COVID environment. Included in that conversation was IDEA concepts when

seeking a new executive director for the agency. Mr. Ricci noted he will be announcing his departure at this October's IAH and the Committee will need to weigh in on how to do that to lay the framework for expectations and announcing the search process. Ms. Eckert will be helping to frame that and share that with the search committee.

10) **Old Business.** None discussed.

11) **New Business** None discussed.

12) **Adjourn.** Mr. Platt called to adjourn the meeting. Ms. Valentine motioned to approve. Ms. Cowling seconded the motion. By roll call vote all were in favor. The meeting was adjourned at 10:49 a.m.